



# LEESBURG

*The Lakefront City*

## AGENDA MEMORANDUM

**Meeting Date:** January 9, 2012

**From:** Brandy McDaniel, Budget Manager

**Subject:** Ordinance amending the fiscal year 2011-12 Budget for the General, Stormwater, Greater Leesburg CRA, Carver Heights CRA, Hwy 441/27 CRA, Capital Projects, Electric, Gas, Water, Wastewater, Communications, Discretionary Sales Tax and Recreation Impact Fees Funds for carryovers from fiscal year 2010-11.

### Staff Recommendation:

Staff recommends adoption of the attached ordinance amending the fiscal year 2011-12 budget for the General, Stormwater, Greater Leesburg CRA, Carver Heights CRA, Hwy 441/27 CRA, Capital Projects, Electric, Gas, Water, Wastewater, Communications, Discretionary Sales Tax, and Recreation Impact Fees Funds for the carryovers from fiscal year 2010-11.

### Analysis:

As established in the Budget Policy, adopted September 28, 1998, total appropriations within a fund cannot increase or decrease without formal action by the City Commission.

This budget adjustment includes purchase orders that were issued prior to September 30, 2011, and the amounts were not included in the original budget for 2011-12, as well as projects not completed last fiscal year.

### General Fund (G.F.):

		Funding Source
Audit Fees (Accounting)	\$ 4,250	Fund Balance
Professional Services for Smartgrid (IT)	1,956	Fund Balance
Website Redesign (IT)	17,960	Fund Balance
System Recovery Annual Maint (IT)	3,000	Fund Balance
Iron Hardware/Software Maint (IT)	4,622	Fund Balance
Firehouse Software Maint (IT)	4,660	Fund Balance
Televent Miner Software License (IT)	35,000	Fund Balance
Byrne Grant- 14 Tasers (PD)	16,621	Federal Grant
Byrne Grant- 10 Tasers (PD)	20,829	Federal Grant
Digital Equipment Grant (PD)	27,388	Federal Grant
State Homeland Security Grant (FD)	3,839	Federal Grant
Miscellaneous Donations (FD)	1,028	Fund Balance
Bunker/Wildland Gear (FD)	13,244	Fund Balance
Generator 7057 Radiator Replacement (Fleet)	9,940	Fund Balance
Generator Lift Station #84 (Fleet)	24,235	Transfer from WWT
Gas Truck F450 (Fleet)	42,237	Fund Balance

Gas Truck (Fleet)	42,237	Fund Balance
Electric Pickup (Fleet)	23,230	Fund Balance
Electric Taurus (2) (Fleet)	36,662	Fund Balance
WWT Truck S-10 (Fleet)	13,132	Fund Balance
Electric Bucket Truck (Fleet)	172,884	Fund Balance
Solid Waste Recycle Truck (Fleet)	170,300	Fund Balance
City Hall Elevator (PW Facilities)	49,000	Fund Balance
Update Airport Signage (Capital Projects-Airport)	3,201	Fund Balance
Wildlife Assessment (Capital Projects-Airport)	2,939	Fund Balance
Obstruction Survey (Capital Projects-Airport)	<u>622</u>	Fund Balance
<b>Total General Fund</b>	<b><u>\$ 745,016</u></b>	

**Stormwater Fund:**

Tally Basin	289,200	Fund Balance
Lake Hollywood	28,618	Fund Balance
Hollywood Outfall	292,145	Fund Balance
Whispering Pines Monitoring	9,748	Fund Balance
Birchwood Design	536,919	Fund Balance
Susan Street Ditch Enclosure	144,848	Fund Balance
Canal WWTP S. Side Ditch	166,970	Fund Balance
Commerce & Industrial St. Ditch	15,950	Fund Balance
Ro Mac Ditch	<u>400,000</u>	Fund Balance
<b>Total Stormwater Fund</b>	<b><u>\$ 1,884,398</u></b>	

**Greater Leesburg CRA Fund:**

Sign Grant Program	\$ 4,154	Fund Balance
Phase II Streetscape Design	<u>123,529</u>	Fund Balance
<b>Total Greater Leesburg CRA Fund</b>	<b><u>\$ 127,683</u></b>	

**Carver Heights CRA Fund:**

Beecher Street Properties	\$ 471	Bond Proceeds
Land Purchases	396,234	Bond Proceeds
Eligible Projects	142,133	Bond Proceeds
Redevelopment Plan Amend. & Marketing	16,215	Bond Proceeds
Underground Utility Lines	46,388	Bond Proceeds
Entrance Improvements	120,000	Bond Proceeds
Park Improvements	99,920	Bond Proceeds
Infrastructure Projects/Improvements	<u>173,583</u>	Bond Proceeds
<b>Total Carver Heights CRA Fund</b>	<b><u>\$ 994,944</u></b>	

**Hwy 441/27 CRA Fund:**

Communications Relocation	\$ 50,788	Bond Proceeds
Electric Relocation	4,859,937	Bond Proceeds
Sign Grant Program	<u>114,073</u>	Fund Balance
<b>Total Hwy 27/441 CRA Fund</b>	<b><u>\$ 5,024,798</u></b>	

**Capital Projects Fund:**

Runway 13/31 Taxiway A Realign (Airport)	\$ 313,324	Federal & State Grant, LOOP
Update Airport Signage (Airport)	128,038	State & General Fund-Fund Balance
Wildlife Assessment (Airport)	117,536	Federal & General Fund-Fund Balance
Obstruction Survey (Airport)	24,904	Federal & State Grant, General Fund-Fund Balance
Security Improvements (Airport)	25,790	State Grant
Security Fencing Design (Airport)	61,031	State Grant
Transportation (Streets)	475,000	Bond Proceeds
Lake Pointe Circle (Streets)	33,268	LOOP
Post Design Wildwood Lees Trail (Rec)	8,964	Recreation Impact Fees
<b>Total Capital Projects Fund</b>	<b><u>\$ 1,187,855</u></b>	

**Electric Fund:**

QEI Micro RTU's	\$ 42,420	Fund Balance
Phase 3 Underground Carver Heights	58,310	Renewal & Replacement
Sectionalizing Devices	100,000	Renewal & Replacement
Substations	280,702	Renewal & Replacement
College to Radio Road	1,724,851	Fund Balance
Hwy 441/27 CRA Relocation	4,859,937	Hwy 441/27 CRA
Distribution Lines	2,025,777	Bond Proceeds
Subdivisions	52,923	Bond Proceeds
Reconducturing	967,564	Bond Proceeds
<b>Total Electric Fund</b>	<b><u>\$ 10,112,484</u></b>	

**Gas Fund:**

Miscellaneous Mains	29,147	Bond Proceeds
Arlington Ridge Main	100,000	Bond Proceeds
Water Plant to 470 Main	1,772,531	Bond Proceeds
Bentley Ridge	79,445	Developer Contributed
Hidden Harbor	38,728	Developer Contributed
<b>Total Gas Fund</b>	<b><u>\$ 2,019,851</u></b>	

**Water Fund:**

CUP #94 Annual Wetlands Monitoring	\$ 26,561	Fund Balance
FEAT Park Preliminary Engineering Study	1,125	Fund Balance
Hwy 441 Perkins to Griffin	50,427	Bond Proceeds
SR 44 (LRMC/Marina Ext.)	250,000	Bond Proceeds
Miscellaneous Mains/ Hydrants	1,228,645	Bond Proceeds
Highland Lake WTP	3,326,340	Bond Proceeds
Miscellaneous Plant & Storage	388,726	Bond Proceeds
City Core System	14,457	Bond Proceeds
<b>Total Water Fund</b>	<b><u>\$ 5,286,281</u></b>	

**Wastewater Fund (WWT):**

Generator Lift Station #84 (General Fund)	\$ 24,235	Fund Balance
FEAT Park Preliminary Engineering Study	1,125	Fund Balance
WWTF Studies SBR & Pond Liner	24,684	Fund Balance
Hwy 441/27 Manhole Rehab	81,410	Renewal & Replacement
<b>Total Wastewater Fund</b>	<b><u>\$ 131,454</u></b>	

**Communications Fund:**

Net Enforcer & Router	\$ 53,332	Renewal & Replacement
Hwy 441/27 CRA Relocation	<u>50,788</u>	Hwy 441/27 CRA
<b>Total Communications Fund</b>	<b><u>\$ 104,120</u></b>	

**Discretionary Sales Tax Fund (LOOP):**

Runway 13/31 Taxiway A Realign (Capital Projects)	\$ 7,206	Fund Balance
Lake Pointe Circle (Capital Projects)	<u>33,268</u>	Fund Balance
<b>Total Discretionary Sales Tax Fund</b>	<b><u>\$ 40,474</u></b>	

**Recreation Impact Fees Fund:**

Post Design Wildwood Lees Trail	<u>\$ 8,964</u>	Fund Balance
<b>Total Recreation Impact Fees Fund</b>	<b><u>\$ 8,964</u></b>	

**Options:**

1. Adopt the attached ordinance amending the fiscal year 2011-12 budget for the General, Stormwater, Greater Leesburg CRA, Carver Heights CRA, Hwy 441/27 CRA, Capital Projects, Electric, Gas, Water, Wastewater, Communications, Discretionary Sales Tax, and Recreation Impact Fees Funds, or
2. Such other action as the City Commission may deem necessary.

**Fiscal Impact:**

The following funds will increase as seen below:

<u>FUND</u>	<u>FY 2012 ADOPTED</u>	<u>CHANGE</u>	<u>FY 2012 AMENDED</u>
General	22,514,571	745,016	23,259,587
Stormwater	2,162,518	1,884,398	4,046,916
Greater Leesburg CRA	536,977	127,683	664,660
Carver Heights CRA	270,942	994,944	1,265,886
Hwy 441/27 CRA	698,506	5,024,798	5,723,304
Debt Service	1,628,054	-0-	1,628,054
Capital Projects	2,233,500	1,187,855	3,421,355
Electric	75,669,959	10,112,484	85,782,443
Gas	7,814,158	2,019,851	9,834,009
Water	7,957,693	5,286,281	13,243,974
Wastewater	11,530,543	131,454	11,661,997
Communications	1,658,960	104,120	1,763,080
Solid Waste	3,622,991	-0-	3,622,991
Police Pension	1,019,184	-0-	1,019,184
Fire Pension	1,220,868	-0-	1,220,868
General Employees Pension	2,375,000	-0-	2,375,000
Health Insurance	6,203,016	-0-	6,203,016
Workers' Compensation	625,321	-0-	625,321
Discretionary Sales Tax	1,629,325	40,474	1,669,799
Gas Tax	977,705	-0-	977,705

Police Impact Fees	5,800	-0-	5,800
Recreation Impact Fees	50,000	8,964	58,964
Building Permits	435,607	-0-	435,607
Police Education Receipts	15,000	-0-	15,000
Magnolia Townhomes	<u>156,093</u>	<u>-0-</u>	<u>156,093</u>
Total	\$153,012,291	\$27,668,322	\$180,680,613

**Submission Date and Time:** 1/18/12 11:54 AM

Department: _____ Prepared by: _____ Attachments: Yes _____ No _____ Advertised: _____ Not Required _____ Dates: _____ Newspapers: _____ _____ Revised 6/10/04	Reviewed by: Dept. Head _____ Finance Dept. _____ Deputy C.M. _____ Submitted by: _____ City Manager _____	Account No. _____ Project No. _____ WF No. _____ Budget _____ Available _____
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ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LEESBURG, FLORIDA, AMENDING THE FISCAL YEAR 2011-12 BUDGET FOR THE GENERAL, STORMWATER, GREATER LEESBURG CRA, CARVER HEIGHTS CRA, HWY 441/27 CRA, CAPITAL PROJECTS, ELECTRIC, GAS, WATER, WASTEWATER, COMMUNICATIONS, DISCRETIONARY SALES TAX, AND RECREATION IMPACT FFES FUNDS FOR THE CARRYOVERS FROM FISCAL YEAR 2010-11; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Leesburg adopted a budget for Fiscal Year 2011-12 on September 26, 2011, which they felt was in the best interest of the citizens of the City of Leesburg, and

**WHEREAS**, it is now necessary to amend the current budget for Fiscal Year 2011-12 to provide funds for various projects as adopted at City Commission meetings, and

**WHEREAS**, such action was not anticipated in the original 2010-11 annual budget;

**NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LEESBURG, FLORIDA:**

SECTION I.

Pursuant to Section 200.065, Florida Statutes, and all other applicable laws, the following amounts for use by the various funds during Fiscal Year 2011-12 as reflected below, including all modifications or amendments made during this meeting, are hereby adopted as increases/decreases to the original budget for Fiscal Year 2011-12 for the City of Leesburg, Florida:

**GENERAL FUND**

**ESTIMATED REVENUES AND OTHER RECEIPTS**

Intergovernmental Revenue	68,677
Other Financing Sources:	
Transfers from Other Funds	24,235
Fund Balance Appropriated	652,104
<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b><u>745,016</u></b>

**PROPOSED APPROPRIATIONS**

General Government	655,305
Public Safety	82,949
Other Uses:	
Transfers to Other Funds	6,762
<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b><u>745,016</u></b>

**STORMWATER FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated 1,884,398

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 1,884,398**PROPOSED APPROPRIATIONS**

Physical Environment 1,884,398

**TOTAL PROPOSED APPROPRIATIONS** 1,884,398**GREATER LEESBURG CRA FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated 127,683

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 127,683**PROPOSED APPROPRIATIONS**

Economic Environment 127,683

**TOTAL PROPOSED APPROPRIATIONS** 127,683**CARVER HEIGHTS CRA FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated- Note Proceeds 994,944

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 994,944**PROPOSED APPROPRIATIONS**

Economic Environment 994,944

**TOTAL PROPOSED APPROPRIATIONS** 994,944**Hwy 441/27 CRA FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated- Bond Proceeds 4,910,725

Fund Balance Appropriated 114,073

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 5,024,798**PROPOSED APPROPRIATIONS**

Economic Environment 114,073

Other Uses:

Transfers to Other Funds 4,910,725

**TOTAL PROPOSED APPROPRIATIONS** 5,024,798

**CAPITAL PROJECTS FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Intergovernmental Revenue	656,655
Other Financing Sources:	
Fund Balance Appropriated- Bond Proceeds	475,000
Transfers from Other Funds	56,200
<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b>1,187,855</b>

**PROPOSED APPROPRIATIONS**

Transportation	1,178,891
Culture/ Recreation	8,964
<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>1,187,855</b>

**ELECTRIC FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:	
Renewal & Replacement	439,012
Transfers from other Funds	4,859,937
Fund Balance Appropriated	1,767,271
Fund Balance Appropriated- Bond Proceeds	3,046,264
<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b>10,112,484</b>

**PROPOSED APPROPRIATIONS**

Physical Environment	10,112,484
<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>10,112,484</b>

**GAS FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Sources	118,173
Other Financing Sources:	
Fund Balance Appropriated- Bond Proceeds	1,901,678
<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b>2,019,851</b>

**PROPOSED APPROPRIATIONS**

Physical Environment	2,019,851
<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>2,019,851</b>



**WATER FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated 27,686

Fund Balance Appropriated- Bond Proceeds 5,258,595

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 5,286,281**PROPOSED APPROPRIATIONS**

Physical Environment 5,286,281

**TOTAL PROPOSED APPROPRIATIONS** 5,286,281**WASTEWATER FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Renewal &amp; Replacement 81,410

Fund Balance Appropriated 50,044

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 131,454**PROPOSED APPROPRIATIONS**

Physical Environment 24,235

Other Financing Sources:

Transfers to Other Funds 107,219

**TOTAL PROPOSED APPROPRIATIONS** 131,454**COMMUNICATIONS FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Transfers from Other Funds 50,788

Renewal &amp; Replacement 53,332

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 104,120**PROPOSED APPROPRIATIONS**

Physical Environment 104,120

**TOTAL PROPOSED APPROPRIATIONS** 104,120**DISCRETIONARY SALES TAX FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources:

Fund Balance Appropriated 40,474

**TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS** 40,474

**DISCRETIONARY SALES TAX FUND (CONT.)****PROPOSED APPROPRIATIONS**

Other Uses:

Transfers to other Funds	40,474
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<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>40,474</b>
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**RECREATION IMPACT FEES FUND****ESTIMATED REVENUES AND OTHER RECEIPTS**

Other Financing Sources

Fund Balance Appropriated	8,964
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<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b>8,964</b>
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**PROPOSED APPROPRIATIONS**

Other Uses:

Transfer to Other Funds	8,964
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<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>8,964</b>
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**ALL FUNDS****ESTIMATED REVENUES AND OTHER RECEIPTS**

Intergovernmental Revenue	725,332
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Other Sources	118,173
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Other Financing Sources:

Fund Balance Appropriated- Bond Proceeds	15,592,262
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Fund Balance Appropriated- Note Proceeds	994,944
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Fund Balance Appropriated	4,672,697
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Renewal & Replacement	573,754
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Transfers to Other Funds	4,991,160
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<b>TOTAL ESTIMATED REVENUES AND OTHER RECEIPTS</b>	<b>27,668,322</b>
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**ALL FUNDS****PROPOSED APPROPRIATIONS**

General Government	655,305
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Transportation	1,178,891
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Economic Environment	1,236,700
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Public Safety	82,949
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Physical Environment	19,431,369
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Culture & Recreation	8,964
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Other Uses:

Transfers to Other Funds	5,074,144
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<b>TOTAL PROPOSED APPROPRIATIONS</b>	<b>27,668,322</b>
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SECTION II.

This ordinance shall become effective upon its passage and adoption by the Leesburg City Commission in the manner provided by law.

**PASSED AND ADOPTED** at a regular meeting of the City Commission of the City of Leesburg, Florida held on the \_\_\_\_\_ day of January, 2012.

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Mayor

ATTEST:

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City Clerk